

STATE OF WISCONSIN

TOWN OF LISBON

WAUKESHA COUNTY

RESOLUTION 11-17

RESOLUTION APPROVING MUNICIPAL COURT BUDGET

WHEREAS, the Intermunicipal Agreement for the operation of the Lake Country Municipal Court requires formation of an annual budget no later than the 1st day of September and approval of said budget by governing bodies of member municipalities; and

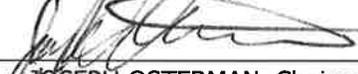
WHEREAS, the Court Administrative Committee, Court personnel and the Municipal Court Judge have formulated a budget for 2018 which has estimated revenues of \$358,667 and anticipated expenditures of \$358,667; and

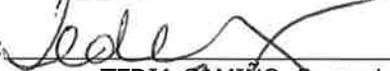
WHEREAS, the Court Administrative Committee has, by formal action in November of 2010, created a budget stabilization fund in the amount of \$100,000 which has been used to advantage.

NOW, THEREFORE BE IT HEREBY RESOLVED, that the attached Municipal Court budget for 2018 be approved.

PASSED AND ADOPTED by the Town Board of the Town of Lisbon, Waukesha County, Wisconsin this 11th day of December, 2017.

TOWN BOARD, TOWN OF LISBON
WAUKESHA COUNTY, WISCONSIN

BY: 
JOSEPH OSTERMAN, Chairman

BY: 
TEDIA GAMINO, Supervisor

BY: 
MARC MOONEN, Supervisor

BY: _____
LINDA BEAL, Supervisor

BY: 
REBECCA PLOTECHER, Supervisor

ATTEST:

BY: 
Gina C. Gresch, MMC/WCPC
Town Clerk





LAKE COUNTRY MUNICIPAL COURT

174 E. Wisconsin Avenue
Oconomowoc, WI 53066
262-569-0920 - T
www.lcmunict.com

Clerk Pamela Strunk
clerk@lcmunict.com

Deputy Clerk Theresa Berlin
deputyclerk@lcmunict.com

Honorable Timothy T. Kay

November 21, 2017

TO: City, Village and Town Clerks

RE: Lake Country Municipal Court
2018 Budget Approval

Dear Clerks:

I enclose herewith a proposed Municipal Court budget for 2018 together with an approval resolution for your board's consideration. The Court Administrative Committee, by agreement, is to formulate the budget, which has been accomplished. The budget is to then be approved by the governing bodies of the member municipalities.

It would be appreciated if your Common Council, Village Board or Town Board would take action on this as soon as possible and return a signed copy of the approved resolution to the Municipal Court office. On November 16, 2017, at a meeting of the court Administrative Committee, 13 voting members were present and recommended unanimously that the budget be approved. If you have any questions, please contact the undersigned or your Administrative Committee representative.

Thank you for your anticipated cooperation.

Sincerely,

G. William Chapman, Chairman
Administrative Committee
LAKE COUNTRY MUNICIPAL COURT
GWC/sp
Enclosures

cc: Municipal Court Representatives (letter only) ✓
Municipal Court Clerk
Judge Timothy Kay

Lake Country Municipal Court

2018 Budget

10/10/18

Percent
+/-
Budget
Increase

Acct #:	Account Description:	2016 Actual	2017 YTD Nine Months	2017 Budget	2017 Estimated Year End	2018 Budget	
Revenues:							
1	4000 Court Fees	328,932	266,876	330,427	330,427	349,634	5.81%
3	4900 Interest Income	1,507	309	500	450	500	0.00%
4	4300 Court Assessment	2,147	2,138	2,500	2,500	2,500	
	Transfer from Undesignated Fund			0	0	0	
5	4800 Miscellaneous Insurance Recoveries	3,480	1,632	0	0	1,500	
7	Total Revenues	336,066	270,954	333,427	333,377	354,134	6.21%
9	Total Assets	554,064	623,178	0	0	0	
11	Total Liabilities	106,071	159,958	0	0	0	
13	Deferred Inflow of Resources (Stark)	7,490	0	0	0	0	
13	Total Fund Balance	440,503	463,220	0	0	0	
15	Total Fund Balance & Liabilities	554,064	623,178	0	0	0	

Expenditures:

19	Wages & Benefits	246,442	188,538	254,212	253,512	269,553	6.03%
20	Purchased Services	33,864	34,111	36,750	38,617	38,956	6.00%
21	Operating Supplies & Expenses	12,693	4,718	14,620	14,100	14,620	0.00%
22	Fixed Charges	28,283	23,078	27,845	28,604	29,788	6.98%
23	Capital Outlay	0	85	0	0	5,250	
	Restitution	0	0	0	0	0	
25	Bad Debt	9,518	0	0	0	0	
26	Total Expenditures:	330,800	250,529	333,427	334,833	358,167	7.42%
28	Total Surplus/Deficit	5,266	20,424	0	-1,456	-4,033	

Percent
+/-
Budget
Increase

Acct #:	Account Description:	2016 Actual	2017 YTD Nine Months	2017 Budget	2017 Estimated Year End	2018 Budget	
35	5000 Full Time Salaries	115,486	86,680	117,074	117,074	117,886	0.69%
36	Clerk of Courts						
37	Deputy Clerk of Courts						
38	5010 Assistant Clerks	25,184	20,531	28,080	28,080	28,642	2.00%
39	Clerk Salaries - Overtime						
40	5015 Part Time Judge	41,827	32,000	42,667	42,667	43,667	2.34%
	Bailiff Services	3,265	2,920	4,200	3,500	4,200	0.00%
41	5030 Employer FICA	12,837	9,955	14,368	14,368	14,550	1.27%
42	5040 Retirement EE-ER	10,110	8,774	10,862	10,862	10,824	-0.35%
43	5050 Health	37,085	27,356	36,531	36,531	49,354	35.10%
44	5060 Long Term Disability Ins.			0			
45	5070 Life Insurance	428	321	430	430	430	0.00%
	Unemployment Benefits	220	0				
	Substitute Judge			0	0	0	
46	TOTAL:	246,442	188,538	254,212	253,512	269,553	6.03%

Percent
+/-
Budget
Increase

Acct #: Account Description:	2016 Actual	2017 YTD Nine Months	2017 Budget	2017 Estimated Year End	2018 Budget	
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56 **PURCHASED SERVICES:**

57						
58	5400 Professional/Outside Services	499	769	2,000	1,500	2,000 0.00%
59	5405 Accounting	7,660	5,945	7,800	7,800	8,280 ✓ 6.15%
60	5410 Auditor	7,450	7,700	7,700	7,700	7,800 ✓ 1.30%
61	5415 Professional Services			0		
61	5415 Legal Services	2,428	1,341	1,000	1,240	1,500 ✓
62	5420 Computer Consultant		2,120	3,000	3,000	3,000 0.00%
63	5425 Court Software Support	12,933	12,527	9,880	12,527	11,006 ✓ 11.40%
64	5550 Telephone	2,714	2,109	3,000	2,800	3,000 ✓ 0.00%
	Internet/Web	180	135	270	250	270 ✓ 0.00%
65	5500 Repair/Maint. Contracts Equip.	0	1,464	1,800	1,800	1,800 ✓ 0.00%
66	5540 Substitute Judge	0		300		300 0.00%
67	Total:	33,864	34,111	36,750	38,617	38,956 6.00%

69 **OPERATING SUPPLIES & EQUIPMENT**

70	5250 Office Supplies/Printing	5,740	3,465	6,000	6,000	6,000 0.00%
71	5300 Postage	4,998	68	5,000	5,000	5,000 0.00%
72	5350 Newspaper Publishing		0	100	0	100 0.00%
73	5200 Memberships	900	880	1,000	900	1,000 0.00%
74	5160 Books & Publications			150	0	150 0.00%
	Shredding	0		170	0	170 0.00%
	Printing			0	0	
	Miscellaneous	0		200	200	200 0.00%
75	5600 Training & Travel	1,055	305	2,000	2,000	2,000 0.00%
76	Total:	12,693	4,718	14,620	14,100	14,620 0.00%

78 **FIXED CHARGES**

79	5100 Insurance and Bonds					
80	5105 Workman's Comp	748	0	800	705	0 -100.00%
81	5120 Public Officials Ins.	292	0	100	438	0
	Property Insurance Coverage	0		0	295	0
82	5125 Advertising	314	0	0	0	0
83	5130 G Liability Ins./ Hired & non-owned I	3,154	4,934	2,400	3,246	5,000 108.33%
84	5140 Bonds			250		250
85	5150 Bank Charges	325	204	375	0	375 0.00%
	Erroneous Interest Charged	0	0	0	0	0
86	5475 Equipment Lease					
87	5450 Rent	23,450	17,940	23,920	23,920	24,163 ✓ 1.02%
	Total:	28,283	23,078	27,845	28,604	29,788 6.98%

90 **CAPITAL OUTLAY**

91	8000 Capital Equipment		85	0		5,250 #DIV/0!
92	Total:	0	85	0	0	5,250 #DIV/0!